

MEETING MINUTES

Joint Emergency Communications Services Association of Johnson County
Policy Board

Friday, October 28, 2011, at 7:300 a.m.

4529 Melrose Avenue, Iowa City, Iowa

Policy Board Conference Room

DIRECTORS PRESENT:	Coralville:	John Lundell
	North Liberty:	Tom Salm
	Iowa City:	Regina Bailey, Mike Wright
	Johnson County:	Pat Harney; Lonny Pulkrabek
	Johnson County EMA:	David Wilson

1. Call to order; recognize alternates.

Harney called meeting to order. No alternates in attendance

2. Action to approve minutes of the August 26, 2011, Policy Board Meeting.

Motion to approve minutes by Wright; seconded by Bailey.

3. Comments from the public.

None.

4. Executive Director's report.

Albrecht stated the month of October has actually been a quiet month. He stated that negotiations with the CWA have begun. In fact three bargaining sessions have been held with the next session slated for November 1st.

Albrecht said that on Wednesday November 2nd interviews would be held again for the position of Emergency Communications Coordinator. He said there were a total of seven candidates, four internal and three external. Albrecht stated that the final full-time dispatch position has been filled and we are now up to full staff, however the two new hires are still in training.

Albrecht said that he and Harney attended a meeting of the Old Capitol Kiwanis Club on the 20th of October. Albrecht updated the Board about the September UAC meeting. He stated the UAC is recommending that the installation of mobile radios be included in the base package for mobile radios. Albrecht stated up until now installation has been the responsibility of the user agency. The UAC would like that clarified. The UAC is further recommending 1 mobile and 6 portables for Coralville Fire for Fiscal year 2013, as well as two mobiles for Iowa City PD and 2

AVL and mobile solution licenses for Johnson County Sheriff. Albrecht stated the cost of those purchases would be included in the Budget Presentation set for November 18th.

Albrecht informed the Policy Board that North Liberty Public Works and Mercy Hospital Safety and Security went live on the JECC radio system, during the month of October. Albrecht added that an agreement has been reached with the Iowa Department of Transportation and they should be bringing an additional two radios onto the JECC system sometime in November.

Albrecht concluded by advising the Board of a fire in the Moat which occurred on October 22nd. He said it was caused by a resident of Chatham Oaks and that Chatham Oaks Administration had been advised of the issue and had already addressed it. Albrecht said the Iowa City Fire Department had the fire out in quick order.

5. Update on non-public safety radio dealings with the City of Iowa City.

Corporate Counsel Jeff Stone spoke to this issue. He stated he has been working with the City of Iowa City Attorney's office on this issue. He said there are actually two issues, the first being pricing and the second being terms and conditions that would be agreeable to both sides. Stone stated Iowa City doesn't want to have user fees or set-up fees and would like to have a member of the University of Iowa Department of Parking and Transportation to sit on the User Advisory Committee. Stone added he wanted to let the Board know that the conversations were ongoing, and that there is no guarantee that an agreement will be reached, however both sides are working towards that end. Wilson stated that we need to be careful because the frequencies used by the JECC are designated for Public Safety use, not general government use. He added that he was upset that there are objections to the pricing structure because it is a similar pricing structure to what Iowa City had when they ran their radio system. Additionally Wilson said the Iowa City agencies looking to join the JECC system, make a substantial amount of money and will use a significant amount of system capacity, so therefore, they should pay for that service.

Harney stated the system was designed to include public works and other similar agencies so all could talk with Public Safety in the event of a disaster. Albrecht added that North Liberty Public Works has joined the system and had no problems with the pricing structure. Pulkrabek asked if some agency had indicated our fees were too high. Stone said the City of Iowa City has stated it does not want to pay any fees. Pulkrabek and Wilson both stated they didn't think our fee structure was out of line.

6. Action to approve Resolution 2011-15, Amendment to the Communications Tower Ground Lease and Access Agreement with Walter and Dolores Plotz.

Stone stated that the Plotz's tax assessment on the property that they lease to JECSA for one of our radio towers went up approximately 600 dollars annually because the property is now considered commercial and not agricultural. He stated he believed it would only be fair, since JECSA is leasing the property, for JECSA to reimburse the Plotzs for the tax assessment increase. Bailey asked if this was typical. Stone said it was because the lease was with a private land owner. Harney stated that the tax assessment was lowered considerably from the original assessment. Stone said he believed it was the fair and equitable thing to do. Bailey agreed.

Pulkabek stated the lease deal with the Plotzs has been a good deal from the beginning and this is only fair.

A motion to approve Resolution 2011-15 was made by Pulkabek; seconded by Bailey. Motion to approve passed 7-0.

7. Discussion regarding installation of mobile radios as part of the base package.

Albrecht said the UAC has asked for clarification from the Board as to whether or not installation should be included in the base package of a mobile radio for either, police, fire or ambulance. Albrecht stated up until this point if any additional radios are requested by member agencies, JECC would provide the radio but the installation was up to the agency. Albrecht said the UAC felt that installation was included in the original purchase of radios and therefore should be included as we move forward. Barry Bedford former chair of the UAC clarified that this was just initial installation. He stated any subsequent installation of the radio because of a move to a different vehicle would be the responsibility of the agency. Bedford added that the Policy Board previously said the radio would be no good if it wasn't installed and therefore would pay for the installation. He said the UAC has asked for clarification on this issue.

Pulkabek said the original intent was to make Departments whole, saying we removed a radio from your car and gave you a new one so we will install it. He said it did not take into consideration fleet expansion down the road. Harney said his issue was that an install would differ from vehicle to vehicle and there would need to be discussion as to who would cover what. Therefore he believed it should be the responsibility of the agency. Wilson agreed it should be the responsibility of the agency that requested the radio. He stated the install should be part of the purchase of the new vehicle.

The Board asked Albrecht to bring to them, for the November meeting, a resolution spelling out the base package for both portables and mobiles for action by the Board. Harney said he believed it made sense for the Board to approve a resolution spelling out the base package, for both mobiles and portables for all future requests, for additional radio equipment.

8. Other business.

9. Consider a Motion to adjourn to Executive Session to evaluate the professional competency of an individual whose performance is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session pursuant to Iowa Code section 21.5(1)(i).

A motion to adjourn to Executive Session was made by Bailey, seconded by Wright. Motion passed 7-0.

10. Action to approve Resolution 2011-16 regarding professional development opportunity.

Harney stated the Board has agreed to consider the employment of an executive coach for Albrecht. He stated Albrecht's participation was considered voluntary.

A motion to approve Resolution 2011-16 was made by Bailey, seconded by Salm. Motion passed 7-0.

Albrecht stated he was good with the decision and looked forward to the training as often times people in his position don't receive additional training because of their position in the organization. Lundell said he believed it would be beneficial for both Albrecht and the Board. Harney said he believed the JECC was moving in the right direction.

Harney asked for an update on the JECC Standard Operating Procedures manual. Albrecht said the suggestions from the UAC were currently being implemented into the manual and he hoped the project would be completed shortly. Bailey said she would love to have the SOP's done before she leaves the Board.

11. Consider a Motion to adjourn the meeting.

A motion to adjourn the meeting was made by Bailey; seconded by Wright. Motion passed 7-0.